Pool Closing Checklist

For residential pool owners preparing a seasonal shutdown. Adapt the work to your pool, cover, equipment and local freeze risk; a mild-climate pool may need a different off-season plan.

Date: _____ Completed by: _____ Pool size / equipment: _____

Before you start

- Gather pool, equipment and cover manuals, current test supplies, cleaning tools and label-specified protective equipment.
- Keep children and pets away. Do not empty the pool or improvise compressed-air winterization. Use qualified help for unfamiliar plumbing, electrical or pressure-system work.

Plan the shutdown

- [ ] **Identify the winterization procedure for your pool (Essential)**
  Above-ground, in-ground and mild-climate pools differ. Use your pool and equipment manuals.
- [ ] **Inspect the cover and safety barriers (Essential)**
  Repair damage. A winter cover is not necessarily a safety cover.
- [ ] **Remove debris and clean pool surfaces (Essential)**
  Skim, brush and vacuum with finish-compatible equipment.

Protect water and equipment

- [ ] **Test water and follow the closing treatment instructions (Essential)**
  Base treatment on measured values and chemical labels; never mix chemicals.
- [ ] **Verify the closing treatment is complete (Essential)**
  Follow label waiting and circulation instructions before equipment shutdown. Record final readings; do not substitute a universal closing-kit recipe.
- [ ] **Set the water level according to your pool manual (If Applicable)**
  If your pool and cover instructions require a water-level change.
  Do not drain the pool completely. Follow the pool and cover manufacturers' instructions on whether and how far to adjust the water level.
- [ ] **Isolate power and winterize plumbing and equipment (Professional Service)**
  If plumbing or equipment must be winterized for a seasonal shutdown.
  Use the installed system's winterization procedure. Arrange qualified service for line clearing or unfamiliar equipment; do not improvise with compressed air. Isolate power and relieve pressure before maintenance.
- [ ] **Remove and store accessories and the cleaner (If Applicable)**
  If removable accessories or an automatic cleaner are fitted.
  Clean and dry equipment; follow battery storage temperatures and charging guidance.

Secure and record

- [ ] **Fit the correct winter cover (Essential)**
  Follow the cover instructions; preserve functioning barriers and gates.
- [ ] **Record shutdown details and schedule cover checks (Essential)**
  Inspect after storms and remove accumulated water or snow only as the manufacturer permits.

Notes / additional tasks

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